

**BOARD OF SUPERVISORS**

*Brown County*

305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600



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PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF AUGUST 6 – 10, 2012**

**MONDAY, AUGUST 6, 2012**

\*5:30 p.m.

Executive Committee

Room 200, Northern Building  
305 E. Walnut Street

**TUESDAY, AUGUST 7, 2012**

(No Meetings)

**WEDNESDAY, AUGUST 8, 2012**

\*1:30 p.m.

All-Hazards Mitigation Plan Update Steering Committee

Emergency Mgmt. Office  
3030 Curry Lane

**THURSDAY, AUGUST 9, 2012**

(No Meetings)

**FRIDAY, AUGUST 10, 2012**

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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## **EXECUTIVE COMMITTEE**

Tom Lund, Chairman  
Patrick Moynihan, Jr., Vice-Chairman  
Steve Fewell, Patrick Wetzel, Patrick Evans  
Bernie Erickson, Patrick Buckley

### **EXECUTIVE COMMITTEE**

**Monday, August 6, 2012**

**5:30 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street**

## **\*\* NOTE TIME \*\***

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of July 9, 2012.

### **Communications**

1. Communication from Supervisor Zima re: Refer to Corporation Counsel to seek an opinion from the Attorney General's office regarding whether or not Brown County Supervisors have a right to apply for and have health and dental benefits in accordance with policy set at the County Board Annual Meeting in November 2011. (Communication to coincide with Supervisor Haefs June 11, 2012 Communication – see attached). *Referred from June County Board.*
2. Communication from Supervisor Robinson re: Request that the County Board (1) hold a special visioning session or series of visioning sessions and (2) consider putting together a Master Plan to guide the work of County Government. *Held for one month.*
3. Communication from Supervisor Sieber re: To have Human Resources include their rationale for the salary assigned to any new department head in the packet which the County Board receives prior to confirmation vote. *Referred to August to have staff provide.*
4. Communication from Supervisor Fewell re: To reduce all fees for Senior Citizens that Brown County charges by 33% including golf course, zoo, museum, Frisbee golf, rental fees, Register of Deeds, Medical Examiner fees, all County Clerk fees, including boat launch fees to honor all Senior Citizens in Brown County. *Referred from July County Board.*
5. Communication from Supervisor Vander Leest re: Request to investigate hiring on-call or part-time employees for 24-7 employees in Brown County. *Referred from July County Board.*
6. Communication from Supervisor Vander Leest, Van Dyck, and Steffen re: Request to the Brown County Executive to prepare a budget for 2013 that freezes or lowers property taxes for Brown County taxpayers. *Referred from July County Board.*

### **Legal Bills**

7. Review and Possible Action on Legal Bills to be paid.

### **Reports**

8. **County Executive Report.**
  - a) (None)

**9. Labor Attorney Report.**

- a) Telecommunicator / Correction Officer discussion.

**Vacant Budgeted Positions (Request to Fill)**

- 10. Child Support – Child Support Specialist – Paternity – vacated 6/15/12
- 11. Human Services – AODA Counselor II – vacated 6/28/12
- 12. Human Services/CTC – Clerk II – vacated 7/20/12
- 13. Human Services/CTC – Medical Transcriptionist – vacated 8/3/12

**Resolutions, Ordinances**

- 14. Initial Resolution Authorizing the Issuance of Not to Exceed \$3,900,000 General Obligation Airport Refunding Bonds of Brown County, Wisconsin.
- 15. Initial Resolution Authorizing the Issuance of Not to Exceed \$3,365,000 General Obligation Refunding Bonds of Brown County, Wisconsin.
- 16. Resolution Granting Authority to pay Additional Compensation to Brown County Employees.
- 17. Resolution Adopting Brown County's 2013 five-Year Capital Improvement Plan.
- 18. Resolution Recognizing Library Board Autonomy.

**Other**

- 19. Such other matters as authorized by law.

Tom Lund, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**AGENDA**  
**BROWN COUNTY ALL-HAZARDS MITIGATION PLAN UPDATE**  
**STEERING COMMITTEE**  
**Wednesday, August 8, 2012**  
**Brown County Emergency Management Office**  
**(Brown County Jail)**  
**3030 Curry Lane, 2<sup>nd</sup> Floor**  
**Green Bay, WI**  
**1:30 p.m.**

**ROLL CALL:**

Bill Bosiacki	_____	Tom Kujawa	_____
Tom Collins	_____	Brian Lamers	_____
Jeff DuMez	_____	Chuck Lamine	_____
Mark Thiry	_____	Kurt Minten	_____
Paul Gadzik	_____	Michael Moore	_____
Tom Ginter	_____	John Paul	_____
Chief Robert Goplin	_____	Cullen Peltier	_____
Judy Gregory	_____	Chris Pirlot	_____
Matt Heyroth	_____	Peter Schleinz	_____
Chief Robert Kiser	_____	Kent Tayler	_____
Captain David Konrath	_____	Larry Ullmer	_____
Rochelle Bissing	_____		

1. Introductions.
2. Discuss and Review the Plan assembled in draft format.
3. Confirm next meeting date: September 12, 2012.
4. Other matters.
5. Adjourn.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

## **BROWN COUNTY COMMITTEE MINUTES**

- Community Options Program Planning committee (July 23, 2012)
- Facility Master Plan Subcommittee (July 19, 2012)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

# AUGUST 2012



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5:30 pm 1	Ed & Rec 5:30 pm 2		3 4
5	Executive Cmte 5:30 pm 6	7	8	9	10	11
12	13	Veterans Recognition 5:00 pm 14	<b>Board of Supervisors 7:00 pm</b> 15	Facility Master Plan SubCommittee 5:00 pm 16	17	18
19	20	21	Human Svc 6:00 pm 22	Admin 5:00 pm 23	24	25
26	Land Con 6:00 pm PD&T 6:30 pm 27	28	29	30	31	



# SEPTEMBER 2012

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2	3	4	Public Safety 5:30 pm 5	Ed & Rec 5:30 pm 6	7	8
9	Executive Cmte 6:00 pm 10	11	12	13	14	15
16	17	Vets Recognition Subcommittee 5:00 pm 18	<b>Board of Supervisors 7:00 pm</b> 19	20	21	22
23	Land Con 6 pm Plan Dev & Trans 6:30 pm 24	Crim. Justice Coord. Board 3:30 pm 25	Human Svc 6:00 pm 26	Admin 5:00 pm 27	28	29
30						

**PROCEEDINGS OF THE COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE**

A regular meeting of the Brown County Community Options Program Planning Committee took place on Monday, July 23, 2012 at 111 North Jefferson Street, Green Bay, Wisconsin.

**Present:** Helen Desotell, Patricia Hickey, Cathy Williquette-Lindsay, Chua Xiong, Mary Hansen and Lori Weaver

**Absent:** None

**Excused:** Darlene Marcelle, Kristy Robb and Mary Schlautman

**Others Present:** Mary Rasmussen of BCHSD

Co-Chairperson Helen Desotell called the meeting to order at 8:33 a.m. with roll call. A quorum was present.

**MODIFICATION/APPROVAL OF AGENDA**

**MOTION:** Ms. Williquette-Lindsay moved to approve the agenda as mailed. Ms. Hickey seconded. Motion carried unanimously.

**MODIFICATION/APPROVAL OF MINUTES**

**MOTION:** Ms. Hickey moved to approve the May 21, 2012 minutes as mailed. Ms. Williquette-Lindsay seconded. Motion carried unanimously.

**GENERAL UPDATES**

**Family Care Update** – Ms. Weaver addressed Rolf Hanson’s latest NEW FC Report to the Northeast Wisconsin Region. She pointed out key messages in the report, namely that Brown County has made the decision to rollout into Family Care no sooner than January of 2014. The Department of Health Services (DHS) is committed to the current funding for NEW FC. According to DHS, Family Care is cost effective and should be able to save money compared to IRIS and the Legacy Waiver programs. Ms. Hickey found it interesting that DHS is still looking at Sustainability Documents when to her knowledge the overwhelming public opinion is against them.

**COP High Cost Funds** – Ms. Weaver said we now have \$20,350 remaining from the original \$50,000 allotment. We share this money among the COP, CIP and CLTS units.

**Significant Proportions** – Ms. Weaver said we are just shy of the 57% elderly requirement, mostly due to attrition. We are working on putting more elderly on service from the waiting list. In the last month there have been 39 new cases assigned to workers. We are also still taking nursing home relocation and diversion cases as they arise. Finding placements in CBRF facilities can be challenging.

**PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE – July 23, 2012**

**CIP Update** – Ms. Hansen said the CIP workers are being assigned 15-20 people from the waiting list. Attrition isn't a big factor among the DD population. We have identified 10 or 12 people who will no longer meet waiver eligibility due to the decision tree changing on the new functional screen.

**New Staff** – Ms. Weaver said interviews have begun for one full-time and five temporary case managers (four COP, one CIP) to help reduce the waiting list.

**MOTION:** Ms. Hickey moved to approve the update reports and place them on file. Ms. Xiong seconded. Motion carried unanimously.

**CLOSED SESSION**

Ms. Desotell read the following notice:

Pursuant to 19.85(1)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to—

**MOTION:** Ms. Hickey moved to go into closed session. Ms. Xiong seconded. Ms. Desotell conducted a roll call vote. Ms. Hickey, Aye, Ms. Williquette-Lindsay, Aye, Ms. Xiong, Aye. Motion carried.

**MOTION:** Ms. Williquette-Lindsay moved to go back into regular open session. Ms. Xiong seconded. Ms. Desotell conducted a roll call vote. Ms. Hickey, Aye, Ms. Williquette-Lindsay, Aye, Ms. Xiong, Aye. Motion carried.

**During the closed session the Committee made the following decisions:**

7A) – 7B) CBRF variance requests for placement at Walnut Grove (two)

**MOTION:** Ms. Williquette-Lindsay moved to approve the requests. Ms. Hickey seconded. Motion carried unanimously.

7C) – 7F) CBRF variance requests for placements at Anna's House, Bornemann and Harmony of Green Bay CBRF facilities – information only – no vote required.

**MOTION:** Ms. Williquette-Lindsay moved to adjourn. Ms. Hickey seconded. Motion carried unanimously. The meeting adjourned at 8:46 a.m.

Respectfully submitted,  
Mary Rasmussen



**PROCEEDINGS OF THE BROWN COUNTY FACILITY MASTER PLAN**  
**SUBCOMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a meeting of the **Facility Master Plan Subcommittee** was held on Thursday, July 19, 2012 at 5:15 p.m. in Room 201, Northern Building, 305 East Walnut Street, Green Bay, Wisconsin.

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**Present:** Pat Moynihan, Tom Sieber, Bill Clancy, Pat Wetzel

**Also Present:** Doug Marsh, Troy Streckenbach, Chuck Lamine

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1. **Call to Order.**

The meeting was called to order by Supervisor Clancy at 5:15 p.m.

2. **Approve/Modify Agenda.**

**Motion made by Supervisor Moynihan, seconded by Supervisor Sieber to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

3. **Election of Chair.**

**Motion made by Supervisor Moynihan, seconded by Supervisor Sieber to nominate Bill Clancy as Chairman of the Facility Master Plan Subcommittee.**

Nominations closed.

**Supervisor Clancy elected as Chairman of the Facility Master Plan Subcommittee by unanimous ballot.**

4. **Election of Vice Chair.**

**Motion made by Supervisor Moynihan, seconded by Supervisor Wetzel to nominate Tom Sieber as Vice Chairman of the Facility Master Plan Subcommittee.**

Nominations closed.

**Supervisor Sieber elected as Vice Chairman of the Facility Master Plan Subcommittee by unanimous ballot.**

5. **Set date and time for regular meetings.**

A discussion was held with regard to setting the date and time of meetings and it was decided to hold meetings at 5:00 p.m. on the Thursday following the monthly County Board meeting.

6. **Approve/Modify Minutes of March 15, 2012.**

**Motion made by Supervisor Wetzel, seconded by Supervisor Moynihan to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

7. **Comments from the Public. None.**

8. **Communication from Supervisor Sieber re: Create a database of under-utilized County assets. Referred from June County Board.**

Supervisor Sieber stated that this communication is the result of discussions that took place between several departments concerning borrowing equipment between departments. Sieber spoke with County Executive Troy Streckenbach about this and Streckenbach suggested a communication be

filed to discuss further. Sieber's idea is to create a database of items that are not used on a daily basis that could be searched to see if needed equipment may be available in some other department to alleviate the need to rent or purchase equipment. He would like the database to include a list of equipment as well as the availability of the equipment for borrowing purposes. Sieber as well as several others in attendance had concerns about the willingness of departments to lend equipment for fear that it would not come back or not come back in the same condition it was in when it was loaned out.

Supervisor Wetzel felt this was a good idea and stated that an inventory would probably already exist as it was needed for accounting and depreciation purposes. Facilities Engineer Doug Marsh also felt there should already be an existing list of equipment. Wetzel felt that having a searchable list of equipment including the availability of the equipment was a good idea and it would make much more sense to borrow equipment from another department instead of spending money on rental equipment.

Supervisor Clancy asked what the feasibility would be of sending an operator for the equipment along with the equipment and used the example of a backhoe. If one department needs to borrow a backhoe, would the lending department be able to send an operator for the equipment as well as the equipment if the borrowing department did not have a suitably trained operator.

County Executive Troy Streckenbach stated that there are a lot of assets in the County that are under-utilized because departments "hide" their equipment so they don't have to loan it out as they are concerned about having the equipment returned in the same condition it was in when it was loaned out. Streckenbach would suggest looking at an inventory of equipment and then figuring out what the best use of the equipment is. He noted that there are numerous County vehicles that are probably not used to full depreciation value and he felt an examination of not only equipment, but vehicles and buildings as well may be appropriate.

Departments that have need-based equipment include parks, highways, facilities and public works. Streckenbach asked this Subcommittee for time to review this and talk among the departments that would be most appropriate and also consult with the finance department to see what lists they already have and report back.

Planning Director Chuck Lamine suggested that not only equipment be looked up, but also services. For instance, his department has a survey crew that would be available to offer services. This may be a separate project, but he felt this should be examined because there may be services available in one department that would be beneficial to another department and alleviate the need to hire.

**Motion made by Supervisor Sieber, seconded by Supervisor Moynihan to refer to Public Works and County Executive and have update in 60 days. Vote taken. MOTION CARRIED UNANIMOUSLY**

9. **Continued discussion of Brown County's safety plan. *Held from last meeting.***

Wetzel said that the issue of the County's safety plan first came to light at the time weapons bans were being discussed. He recalled that the Emergency Management Department and Risk Management were working on updating the safety policies.

Streckenbach stated that the emergency plan for Brown County has been updated. He also stated that Cpt. Schultz of the Sheriff's Department has been doing verbal judo training and personal safety training with staff in the Northern Building and Sophie Beaumont. A procedure has also been created that if issues arise within either of these buildings, a call can be placed to courthouse security and they will send a deputy over. Marsh also stated that an extra duress button has been installed at the CTC and Risk Manager Barbara West toured the facility with representatives of La Force Hardware who have proposed some replacement doors as well as lock modifications in some areas.

Wetzel said this agenda item is more of a standing item from early spring and this evolved off of what we could do to be sure that the processes are appropriate and updated. He felt that this issue has received a lot of attention which was the intent. Streckenbach stated that perhaps Risk Management should be asked to attend the next meeting to give a report as to what has been done. Sieber felt that keeping employees safe is a priority, but he felt that was more of a departmental issue than a County Board issue. Streckenbach stated that he would like to keep this subcommittee advised because if changes or modifications are recommended that would result in an expenditure outside of the budget, they should be made aware of this.

**Motion made by Supervisor Moynihan, seconded by Supervisor Wetzel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

10. **Update on former Mental Health Center building.**

Doug Marsh provided a detailed report on the Mental Health Center property, a copy of which is attached. He stated that the only group that remains somewhat interested is the Milwaukee based non-profit organization that provides housing and services for veterans.

Marsh stated that expenditures on the building are higher than anticipated due to having to pay for storm water collection on the water bill of approximately \$525 per month. Minimal electrical expenses are also being paid to provide emergency lighting inside the building and exterior security lighting. There is also a minimal amount being paid for two water lines which are required by the Fire Department.

Planning Director Chuck Lamine reaffirmed for those new to this Subcommittee that they did go through a great deal of effort to try and sell the building. They walked a number of people through the building and the reaction from every group they brought through was that they were just overwhelmed with the size of the building.

Lamine continued that there has been some interest from the Center for Veterans Issues and the Cardinal Management Group, but their interest is more in the land than the building. One of the things this group is looking at is transitional housing for veterans with various services such as mentoring programs and training opportunities available. This group continues to work with the Brown County Housing Authority trying to get housing vouchers for affordable housing to guarantee cash flow. The group was looking at the property located to the north end of the MHC and Lamine felt that they could look at other locations as well.

As far as the actual MHC building, Lamine felt that demolition was the direction we were heading but a way to fund it needs to be found. One of the things that has been pursued is creation of a TIF district with the City of Green Bay. An environmental abatement TIF district which the County could do on its own without involvement with the City has also been looked at. The idea of a much broader TIF district was also looked at for the entire 200 acres of land. Years ago they looked at the possibility of creating a technology park with the location in proximity to UWGB to create development options. The other thing that Lamine felt was important to look at is the long term future of Brown County facilities and consideration should be given to moving portions of County facilities out to the site.

The other thing that Lamine found intriguing is that with the new VA Clinic going in, the Community Treatment Center and NEW Curative as well as the new medical college coming in, there may be some potential to build off of that with additional ancillary medical facilities or office and this may be a good piece of land to locate those things.

They continue to do outreach with other economic development partners, including the Wisconsin Economic Development Corp, City of Green Bay, Advance, UWGB and anyone else who is willing to talk about the site.

Lamine continued that in 1994 they looked at the business park concept and did not proceed with it for several reasons. At that time the I-43 business park was just starting out and no infrastructure was in place. Now much of the infrastructure is in place such as sewer and water and some of the storm water facilities. One of the first things Planning is doing is looking at an absorption study. They are going back over the last 20 years and collecting annual land record sale data for the business parks in Brown County to see how much land is absorbed annually and how much land is still available within the business parks and projecting this information out to see what it would mean if the County were to develop their site.

Lamine also mentioned that he has received about \$26,000 of funds from the wind turbine project in Shirley. He would like to do a budget transfer for these funds to get a professional wetlands delineation. There are a lot of wetlands on the site and they have a fairly good idea where they are located, but Lamine felt a professional wetlands delineation that is approved by the State of Wisconsin should be done because there may be more or less wetlands than they think. By getting this study done, they could then move towards putting together a storm water management plan and road and lot layouts to get some consensus as to how much good, developable land there is.

Lamine continued that he sees this parcel of land as a great opportunity as one of the emphasis the County has is economic development and he felt that in this day and age this is an important area to focus on. He felt that this is potentially a great chance to partner with the State, the County, the City, the Universities and NWTC to expand the economic impact on the property.

Lamine also stated that one of the popular features of business parks are walking trails and he felt that this property would provide some really neat things in terms of walkways through the wetlands and undevelopable areas and there may be the possibility of getting a grant and then connecting to the University's trail system.

Streckenbach stated that one of the concepts he is looking at is moving a number of County operations potentially under one roof and integrate the community gardens and a lot of things into one campus. He felt that this could lead the County into the future by being more accessible and he noted that consolidation and regionalization seem to be the current trend. Streckenbach would like to see this Subcommittee take an active interest in exploring this land. He felt that Lamine and himself have a vision that they feel is a really good opportunity for long-term Brown County government usage and this can be pieced together over time if there is a vision.

Lamine stated that there is an old dump on the property and this is of some concern. They have discussed this with Corporation Counsel and Risk Management and have also made contacts with the DNR. There are materials that have been deposited over the years in the dump and although it does not look like there is anything hazardous, there are a number of empty barrels and other debris. This will have to be addressed as we move forward. Lamine stated that this is not uncommon and dumps like this exist all over the State and in most instances the DNR requires that the junk be covered after an assessment is done to be sure there is no environmental risk. There are also burial sites on the property that will need to be identified. Moynihan asked if there would be any brownfield grants available for the dump issue. Lamine stated that they are looking into that but eligibility may be a problem since the County is probably a responsible party.

Sieber asked Lamine how he would describe the talks with the City about turning the property into a TIF. Lamine answered that the initial meeting was very positive, however, the follow up meeting was less supportive. He felt that the reason they became less supportive is that the City wants some assurance that the market is ready for this. The absorption study that they are doing should give a pretty good idea as to how much land is getting developed in business parks elsewhere in the County

and Lamine hoped to have this done within the next few months. He also felt that there may still be some support in including the old MHC within the TIF district. Lamine stated that getting the demolition and abatement in the TIF would be beneficial and he would like to keep that on the table. Lamine continued that right now the State Statutes do not allow a county to create a TIF. He felt it may be worthwhile to talk to our representatives about enabling counties to do a TIF for County owned property.

Sieber asked if we would need to find money outside of the budget to demolish the building. Streckenbach stated that there may be the possibility of bonding for this or looking at where we are at with the general fund. Wetzel noted that we continue to make expenditures to maintain the building at the minimum necessary.

Clancy asked if the suggestion to demolish the building would come from this Subcommittee and Streckenbach felt we should eventually come up with a vision and explore the options of a TIF with the City of Green Bay and he would also like to look at doing a county TIF so we can build it into a model that will allow for it to pay for itself back over a period of time. Lamine stated exploring the TIF option would be beneficial in that it would put the County in a position to address not only the MHC but also to put us in a position to achieve the vision for the entire property and he felt that this would be comforting for the neighbors as well. Streckenbach stated that that would be when we could potentially start talking about moving some departments out there and he knows that this is an extremely expensive discussion, but it is something to consider.

Sieber asked if there was copper or any other valuable resources in the MHC that could be salvaged and, if so, if this was factored into the demolition costs. Marsh stated that the demolition estimate they currently have is two years old and it does not reflect any salvage and recycling but they would pursue this to the fullest. Marsh said that there are a number of things that may be salvageable such as doors, lock sets, hinges, light fixtures, aluminum railings. Marsh continued that the limestone on the exterior would probably not be salvageable as it would have to be removed by hand, but if it would be possible, Marsh would not object.

Lamine also stated that they will be updating the Brown County Comprehensive Plan for 2013. The Plan does have a Facilities chapter that encompasses all facilities and he felt that one of the things they wanted to accomplish with this Subcommittee is to complete a long range facility plan for Brown County. He felt the timing is good and he would envision a long range facility plan being folded in to the County's comprehensive plan as well and being very focused on Brown County facilities. He felt the big picture look is very important in the concept that Streckenbach talked about as well.

*See action at Item 11.*

**11. Report of the Planning Director.**

Planning Director Chuck Lamine stated that he had covered all items of his report in Item 10.

**Motion made by Supervisor Sieber, seconded by Supervisor Wetzel to receive and place on file Items 10 & 11. Vote taken. MOTION CARRIED UNANIMOUSLY**

**12. Report of the Facility Management Engineer.**

Marsh wanted direction from the Subcommittee as to what they would like reported in the future. In the past he had reported on a number of projects, large and small. He wanted to know if the Subcommittee wished him to continue in this way or to focus on larger, long range projects. He stated that there are currently five significant capital projects for which they will be looking for approval at the next PD & T meeting and then the August Board meeting. Wetzel responded that perhaps what this Subcommittee is going to be doing should be better defined. In the past the

Subcommittee has focused on single projects and has not done much long range project planning. Wetzel felt that maybe the focus should be on longer range, larger projects.

Clancy felt it would be in the Subcommittee's best interest to be informed of items that need maintenance or repairs before something breaks down and becomes an issue. Streckenbach stated they are currently working on putting together a plan of action of what will be planned maintenance as opposed to capital improvements. He also felt it was time to start thinking about what investments will need to be made in the County properties and how to fund these investments. Streckenbach also felt it was time to look at the overall comprehensive plan for the centralization of County operations as this would also afford the opportunity to look at a number of under-utilized capital assets and make some decisions. Clancy felt that this Subcommittee should be at the forefront and he also felt that maintenance programs were important. He felt there needs to be some continuity of how the County is going to keep things going in the County.

Moynihan felt this Subcommittee should have more of a visionary, proactive stance rather than consist of redundancy. Streckenbach felt that a comprehensive plan had to be done and reported to PD&T. Streckenbach stated that there is a vision side of things to lay out where we are and where we are headed and he would like to see this Subcommittee bring this information to their peers and speak in favor of or against it. Streckenbach liked the suggestion that this Subcommittee have more of a long range planning focus. Lamine suggested that Streckenbach could direct himself and Doug Marsh and whoever else would want to participate in putting together timelines and procedural processes that could be brought to the next meeting. He felt this would give the Subcommittee the ability to keep staff on task as to what needs to be done. Lamine also felt that that might be a nice way to describe how this group would interact with the Planning Commission, PD & T and the County Board. This would also allow this Subcommittee to give feedback if they think they missed the mark and want to adjust the scope.

Marsh wanted to share some thoughts with regard to a facility master plan for the County. He stated that he has spoken with Lamine on this and Paul Van Noie has asked his managers for strategic destinations. One of Marsh's strategic destinations is a facility master plan. Marsh distributed a draft of what he felt a facility master plan should contain, a copy of which is attached.

Streckenbach felt that Marsh's plan is exactly what we had discussed. It would give us the opportunity to closely examine where we are in terms of facilities and then allow us to look at what can be expected in the facilities in the future and how that plays in to the overall footprint of the County. One of the things he thinks is important is to get some of the property off the tax roll back on the tax roll so the municipalities can increase their tax base.

Both Clancy and Moynihan liked Marsh's plan. Lamine said what he sees happening is they scope it out by putting the steps in place, schedule it on a calendar and assign resources to it and this way it will get done. Marsh said he would like to see the plan completed in less than a year because when you get beyond that you lose momentum and information becomes stale. Marsh also stated that it should be assumed that the plan would need to be renewed and refreshed every five years. Sieber asked if there was sufficient staff to do this and Marsh stated that this would be a challenge, but he and Lamine will collaborate and coordinate and use their staffs to the best of their abilities. Lamine also noted that the financial part of this is important as well.

Clancy did not want this to die and he wanted to know if a motion should be made that this be done. Streckenbach thought maybe once this gets going a resolution could be drafted to the effect that the plan come back every five years for approval and any necessary updating. Streckenbach stated that a facility master plan has been a priority of his since he was elected and he stated that whatever is needed from the departments to facilitate this this will be done.

The discussion continued with the suggestion that a communication be submitted at the next County Board meeting to direct the development of a facility master plan.